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NASA Procedural Requirements

COMPLIANCE IS MANDATORY

NPR 9635.1

Effective Date: September 30,
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Subject: Billings and Collections

Responsible Office: Office of the Chief Financial Officer

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Preface

P.1 Purpose

This NASA Procedural Requirements (NPR) provides the financial management requirements for billings and collections.

P.2 Applicability

This NPR is applicable to NASA Headquarters and NASA Centers, including Component Facilities and Technical and Service Support Centers. This language applies to JPL, other contractors, grant recipients, or parties to agreements only to the extent specified or referenced in the appropriate contracts, grants, or agreements.

P.3 Authority

- a. 5 U.S.C. § 5584, "Claims for Overpayment of Pay and Allowances, and of Travel, Transportation, and Relocation Expenses and Allowances."
- b. 31 U.S.C. § 3302, "Custodians of Money."
- c. 31 U.S.C. § 3324, "Depositing, Keeping, and Paying Money."
- d. 31 U.S.C. § 3711, "Collection and Compromise."
- e. Debt Collection Improvement Act of 1996, Public Law 104-134, Section 31001, 110 Stat. 1321-358.
- f. 14 CFR Part 1261, "Processing of Monetary Claims."
- g. 31 CFR Part 202, "Depositaries and Financial Agents of the Federal Government."
- h. 31 CFR Part 285, "Debt Collection Authorities under the Debt Collection Improvement Act of 1996."
- i. 31 CFR Part 361, "Claims Pursuant to the Government Losses in Shipment Act."
- j. 31 CFR Part 900-904, "Federal Claims Collection Standards."
- k. Office of Management and Budget (OMB) Circular No. A-25, User Charges.
- l. OMB Circular No. A-129, Policies for Federal Credit Programs and Non-Tax Receivables, Section IV and V of Appendix A.
- m. Treasury Financial Manual (TFM) Supplement, 'Managing Federal Receivables.'
- n. TFM, Volume I, Part 5, "Deposit Regulations."

o. TFM, Volume I, Part 6, Chapter 4000, "Intra-governmental Payment and Collection (IPAC) System."

p. NASA Policy Directive (NPD) 9010.2, "Financial Management."

P.4 Applicable Documents

a. NPR 9610.1, "Accounts Receivable."

b. NPD 9645.2, "Delegation of Authority to Waive Claims for Erroneous Payment of Pay and Allowances, Travel, Transportation, and Relocation Expenses and Allowances."

P.5 Measurement/Verification

Quality assurance reviews and analysis of financial and budgetary reports and data submitted through the continuous monitoring program will be used to measure compliance with this NPR.

P.6 Cancellation

None.

/S/

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